

Guidelines for the Old Tippecanoe City Restoration and Architectural District



**Prepared April, 2005, by the Tipp City
Restoration and Architectural Board of Review**

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Guidelines for Remodeling and New Construction In the Old Tippecanoe City Restoration District

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*Contact List for Remodeling, Construction, and Researching
Buildings in the Old Tippecanoe Restoration District*

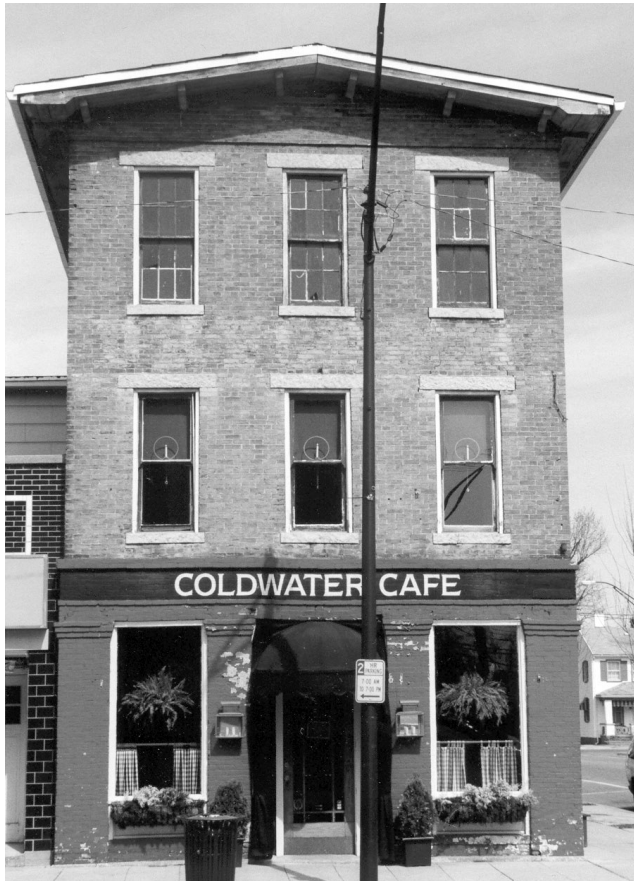
Tipp City Planning and Zoning Department 260 South Garber Drive, Tipp City, 45371-0188	667-6305
Tipp City Utility Billing Department 260 South Garber Drive, Tipp City, 45371-0188	667-8424
Miami County Building Inspection Department 201 West Main Street, Troy, 45373	440-8075
Miami County Health Department 3228 North County Road 25-A, Troy, 45373	440-5900
Miami County Recorder's Office (deeds) 201 West Main Street, Troy, 45373	440-6040
Miami County Auditor's Office (property taxes) 201 West Main Street, Troy, 45373	440-5925
Tippecanoe Historical Society 20 North Third Street, Tipp City, 45373	667-4092
Ohio Historical Society 1982 Velma Avenue, Columbus, OH 43211	(614) 297-2332
Ohio Historic Preservation Office 567 East Hudson Street, Columbus, OH 43211-1030	(614) 297-2470

Each of these offices may have information that would be helpful to you in planning a project, or researching the history of your property. Most records are open to the public, but you need to set aside adequate time to look through them. Many of them also have information available on the Internet.

Tipp City's Internet address is: **<http://www.tippcityohio.gov>**

Restoration Board Meetings

The Tipp City Restoration and Architectural Board of Review has been appointed by the City Council to implement the provisions of the local historic preservation ordinance passed into law in 1974. The Restoration Board consists of seven members, who volunteer their time and expertise to help protect the Old Tippecanoe City Restoration and Architectural District.



The Restoration Board meets monthly, on the fourth Tuesday, at 7:30 P.M. at the Tipp City Government Center. These meetings are open to the public, not just to applicants. The Restoration Board reviews applications for Certificates of Appropriateness, and also provides advice for projects that are in the early planning stages.

Applications for Certificates of Appropriateness need to be filed at least the week before the meeting, and should be on forms available at the Tipp City Community and Economic Development Department, on the Internet @ www.tippcityohio.gov. The completed application needs to be submitted at the Tipp City Government

Center, along with copies of photographs, construction plans, catalog sheets, color chips, roofing samples, and other supporting information that will help show what is proposed to be done. The property owner, contractor, or some other representative of the owner needs to attend the meeting, to explain how the project will fit in with the existing building and/or neighboring ones, or the application will be tabled. The representative should be familiar enough with the project to answer questions from Restoration Board members. They usually visit the locations the weekend before the meeting, to familiarize themselves with the existing conditions. Consequently, they often have numerous questions about a proposed project, before they take action on the application.

The Restoration Board also maintains files of information regarding

restoration techniques and an extensive file of photographs of buildings in the Restoration District. Individual members can often provide advice or information that can be helpful in planning a project, or researching the history of a building. The Restoration Board is always willing to informally discuss a project with a property or business owner, before the actual plans are even finalized. This often helps to avoid a later conflict during the official review.

If you have questions about the Restoration District or the regulations that might apply to your property, please attend a Restoration Board meeting, contact the Tipp City Community and Economic Development Department at the Tipp City Government Center, located at 260 S. Garber Drive, or by telephone at 667-6305.

Guidelines for Remodeling and New Construction in the Old Tippecanoe City Restoration District

Introduction

Living or working in an historic building can be very satisfying, but it can also be a challenge when the time comes to make a repair of some part or material that is no longer available, or when you want to make an alteration or addition to help the building better match today's lifestyles and business practices. These *Guidelines* were written by the Restoration and Architectural Board of Review to help residents, property owners, business owners, and building contractors understand the nuances of working with properties and buildings in the Old Tippecanoe City Restoration and Architectural District.

These guidelines are intended as a guide, to help people understand the importance of careful planning and preparation for working in the historic district. They are not intended as a substitute for the applicable building codes and/or the actual regulations and standards contained in the Tipp City Zoning Ordinance, which are copied in full at the back of this booklet. The Restoration Board can help with interpretations of the standards in the law, but only the elected City Council has the authority to change the law itself. The Restoration Board strongly encourages Conceptual Reviews of proposed projects, especially in the early thinking stages. When more information is provided in the beginning, the likelihood of later surprises is reduced. By its very nature, working with older buildings is challenging. Better results are obtained when the planning for a project is thorough and reviewed by independent persons who can see the project from a fresh perspective. The Restoration Board welcomes the opportunity to contribute to a better design, rather than face the difficulty of denying approval for a finished plan that just doesn't fit the style of the building or the goals for the Restoration District.

The Restoration District

The historic district of Old Tippecanoe City was first created as a special zoning overlay district by an act of the Tipp City Council in December 1974. Ordinance No. 46-74 included standards and guidelines to help preserve the unique historic character of Tipp City's original commercial center and nearby residential areas. Most of this area has also been placed on the National Register

of Historic Places, after much work and research done by Tipp City Residents in the 1970s. Outstanding efforts of many individual property owners have resulted in an attractive, vibrant historic district that identifies the Tipp City area to visitors from other areas and anchors our community's cultural heritage for our residents. Succeeding generations have continued the work of preserving and restoring the public spaces and individual private properties that make the Old Tippecanoe City Restoration and Architectural District a distinctive place worthy of special attention.

The Restoration Board

The Restoration and Architectural Board of Review was appointed by City Council in 1975 to help preserve the historic character of the Old Tippecanoe City Restoration and Architectural District. The expressly stated purpose of the Restoration Board and the additional zoning code standards is to stabilize and improve property values within the Restoration District. In the past three decades, this has been accomplished through protection and preservation of the basic characteristics that make the Restoration District a focal point for the community and a unique place to live, work and visit.

The most common activity of the Restoration Board is its review of property owners' plans for construction, alteration, repair, moving, or demolition of structures within the Restoration District. The Restoration Board uses the United States Secretary of the Interior's Standards for Rehabilitation as guidelines, and determines whether a proposed activity and the results of that activity are appropriate to the preservation and continued improvement of the Restoration District.

Certificate of Appropriateness

Property owners, residents, and tenants are required to apply for and obtain a Certificate of Appropriateness from the Restoration Board before beginning any construction, alteration, repair, moving, or demolition of any structure within the Restoration District. As the certificate's name suggests, the goal of the review is to ensure that changes made in the Restoration District are appropriate for the style or design of the existing building and harmonious with its neighboring structures. The ordinance primarily applies to the exterior of structures; it does not apply to the interior of any home or business. There is no fee for applying, and application forms are available upon request at the Tipp City Government Center or over the Internet at:

<http://www.tippcityohio.gov>

The Restoration Board meets publicly to review applications for Certificates of Appropriateness. The regular meeting is scheduled for the fourth Tuesday of each month in the Tipp City Government Center Council Chamber. The Chairperson can also call Special Meetings, if an unusual situation needs to be reviewed ahead of time. Anyone may attend the Restoration Board meetings. Residents and property owners are encouraged to attend, so they will know what public or private projects are being proposed in the Restoration District.

Along with an application, owners/tenants must provide any additional information that will assist the Restoration Board in reaching a decision on the proposed activity. For example, an application should include sketches, blueprints, paint samples, and other materials that help show or explain what changes are proposed. In addition, either the applicant or a representative must attend the meeting to discuss the project and the way it will be done.

It is the intent of the Restoration District regulations that the Board encourage alterations and repairs to structures in the spirit of their architectural style, and that additions to structures be made in styles that should complement the original architectural style. The Board



may request additional information, sketches, and data necessary to accomplish these goals. The Board has the power to call in experts and specialists for testimony and opinion to aid in its deliberations. The Board may also recommend changes in the plans that it considers desirable, and may accept an applicant's voluntary amendment of the application to include or reflect the agreed changes.

In the event that the Restoration Board does not approve an application, the applicant has the right to appeal that decision to the Board of Zoning Appeals. The appeal must be filed within ten days, with the City Manager or the Planning Department. The appeal will be processed and heard as provided in the Zoning Code and the rules of procedure for the Board of Appeals. The decision of the Board of Appeals also is in turn appealable to the City Council. Demolition requests have a different appeal procedure discussed later in this Guidelines Booklet.

Nothing in the Restoration District regulations shall prevent the construction, reconstruction, alteration, restoration, or demolition of any feature which the City Manager or similar official shall certify is required by the public safety because of unsafe or dangerous condition. In such emergency situation, the Restoration Board will be consulted after the emergency has been stabilized.

Obtaining a Certificate of Appropriateness for a proposed project is an important step. Failure to apply for and obtain a required Certificate of Appropriateness, or performing work beyond the scope of the permit, can result in the responsible parties being charged with a violation of the law. The Miami County Municipal Court can fine a violator up to \$50 per day the violation continues. Contacting the Restoration Board early in the planning phase of a project will help you avoid any of those kinds of law enforcement procedures.

Supportive Programs

In addition to its efforts in maintaining the standards of the Restoration District, the Restoration Board can also serve in an advisory capacity to any interested party. Drawing on their collective expertise in historic restoration and maintenance, Restoration Board members can provide solutions to problems and viable alternatives to proposed projects. The Restoration Board has also established a convenient reference section in the Tipp City Public Library. New materials are added regularly. Individual citizens may also donate “how-to” or historical information. Historic artifacts may also be given to the Tippecanoe Historical Society, which operates the museum at 16 North Third Street (667-4092).

For reference and documentation of the history of specific buildings, the Restoration Board maintains a file of photographs of buildings in the Restoration District. Copies of new or old photographs are welcomed at any time. Applicants are encouraged to submit “before” photographs with their applications and “after” photographs showing their completed improvements.

The Restoration Board annually recognizes outstanding restoration and beautification projects with special awards that are presented during the annual Mum Festival. Occasional special programs are also offered, such as slide shows of historic photographs and promotional activities during May’s National Historic Preservation Week.

Ordinary Repairs

Property values are very high in Tipp City, and especially so in the Restoration District. This is primarily because of the good care that many property owners have taken to maintain their buildings. Older buildings need special care

so that they can last beyond the lives of their original builders. Good quality work helps a building to withstand the rigors of time, but continuing maintenance is essential to protect what may be the largest investment a property owner ever makes. The relatively small cost of minor repairs is easily justified when compared to the larger cost of a major repair, rehabilitation, or a complete restoration.

Ordinary repairs and replacements using exact same materials, colors, and style do not require a Certificate of Appropriateness from the Restoration Board. An example would be repainting using the exact same colors and style on the exact same building elements. For a change of color or paint scheme, an application does need to be submitted for review. If you have any questions whether a Certificate of Appropriateness is required we strongly recommend that you contact the Tipp City Community and Economic Development Department. If you have an ordinary repair that doesn't require a Certificate of Appropriateness, but you would still like assistance, the Restoration Board will be glad to provide input and suggestions to help you with your project.

Window Repair

Of all the parts of the building that protect from weather coming in, windows are usually the first to need attention. Beyond normal cleaning, windows may also need to have screens installed in summer and storm panels in winter. In addition, to remain in good working order, periodic adjustments need to be made and old dried-out caulk needs to be replaced. A good wooden framed window can last for hundreds of years, however, provided it is given routine care and maintenance. A Certificate of Appropriateness is not needed for routine repair work, but one is required before window sash replacement work is begun.

Windows make an important contribution to the character of a building. Their shape, type, size, and placement help create building styles. Historically, windows first functioned as a means of providing light and air circulation within a building. As glass-making processes improved, windows could also be used to embellish buildings. Eliminating or changing windows may affect the balance and proportion of a building. If a window is considered beyond repair, and replacement is necessary, the new window should match the original in material, size, style, and configuration. Matching the size and thickness of muntins and mullions is especially important to keep from losing the style of the building. For most buildings, an original window should never be eliminated or covered over with siding.

Some problems with wood windows are sticking, loose joints, cracks, rotted wood, broken glass, missing putty, and broken sash cords. These problems are often repairable and the salvage of the original wooden windows preserves the

character of the building. A commonly found window is the double hung sash. A sash is the frame that holds the pane of glass. A double hung window is one with two sashes that slide vertically. The casement window is another common type. It is hinged at the side and opens outward. These types of windows can usually be repaired, and very seldom need to be replaced with a new window unit.

Several coats of paint can often cause windows to become difficult to open and close. A flat tool will usually break the paint seal. Sash cord replacement can be done by removing the interior window casing, thereby gaining access to the weight pocket. Flat steel chain or sash cord can be used as replacements. Clothesline cord is usually too small in diameter, and should not be used, since it can cause problems with opening the window.

Old "wavy" glass should be replaced with glass similar in appearance. In multi-pane windows, the replacement of one pane with dissimilar glass can adversely affect the overall appearance of the window. To replace glass or to re-putty the old seal, the existing seal material must be removed first. Glazing compound should be applied to the newly set glass within its frame. Use a putty knife to smooth the compound, not your fingers. Painting will further seal the pane edges.

Window Replacement

If an existing window unit is deteriorated beyond repair, or if a window has been totally removed or covered over in the past, it may need to be completely replaced. A Certificate of Appropriateness is required before this type of window replacement work is begun. The replacement window should be of the same material, size, and style as the original window. Vinyl-clad, wood or aluminum-clad windows may be acceptable, if the materials are compatible with the design of the rest of the building.

Window openings should not be reduced or enlarged to accommodate new window units. The pane configuration should match the original configuration of the window being replaced. New window units with casings and sashes made of aluminum or solid vinyl are discouraged, unless they are used to match an original style. Usually, newer materials are thinner, or thicker, than wood pieces in an original wood window sash, which changes the appearance of the windows and the building.

Storm Windows

Storm window sashes should be painted or vinyl clad, to avoid the bare aluminum look that is not usually appropriate to the style of buildings in the Restoration District. If the building has older wood storm windows, these should

be repaired and repainted, rather than be replaced. Where storm sashes were not originally used, interior storm windows can be used to obtain modern insulation qualities, without compromising the historic appearance of the building.

Shutters

Closely related to windows, in the appearance of a building, are shutters. Some styles of architecture regularly included shutters, while shutters are rarely seen in others. This usually depends on the predominate climate where the architectural style was first developed. As a general rule, if shutters were original to a building, they should be repaired and retained. If they were not an original element of the façade, they probably should not be added. Unoriginal or excess ornamentation may detract from, rather than accentuate the design style of a building.

Repair or exact replacement of shutters does not require prior review by the Restoration Board, but installation of shutters in new locations or a change in size, material, or appearance of existing shutters does require a Certificate of Appropriateness before the work is begun. Shutters for new locations should be sized so that, if closed, they would properly cover the window. They should either be hung on operable hinges mounted to the window casings or secured to the building with a one-inch spacer between the exterior wall and the shutter. Shutters should never be installed directly against siding. In addition to providing a more historic appearance, the space gives room for ventilation, which helps reduce the need for extensive future maintenance work. Shutters should never be under- or over-sized for the window. Flat, inoperable vinyl or metal shutters are modern decorative elements that should never be used on a historic structure.

Shutter Repair

Exterior wood shutters served a number of functional purposes. Closed shutters with operable louvers permitted airflow and diffused light while shielding the house from intense sunlight and heat or rain. During winter months, closed shutters reduced heat loss and curbed drafts. Visually, shutters were important style elements on many houses built between 1830 and 1890, particularly on Federal style houses. Shutters provide a balancing visual effect between window openings and wall spaces; they minimize a large wall expanse and provide a more vertical appearance. Shutters should only be used when they were an original part of the house. To determine this, check the window casings for remaining hinge pins or notches in the wood where mountings could have been located.

A structure possessing original, operable shutters is a rarity and retention and rehabilitation of this element is important to preserving the character of the

structure. Frequently, shutter problems can be solved by stripping old paint from them. They can be dismantled for repair or replacement of broken louvers or yoke pins or of rotted louver pegs. Loose hinges can cause shutters to sag and not close properly. Replacing screws with larger ones should eliminate this problem. If the condition of original shutters is beyond repair, consider salvaging identical shutters from demolished structures or obtain reproduction wood shutters to match. Custom woodcrafters can usually use a damaged shutter as a pattern to create an exact replacement. A Certificate of Appropriateness is not required for repair or an exact replacement.

Doors

Doors are an important element of the fenestration of a building. The front door of a structure is usually the focal point of the design. It often reflected the owner's taste, character, and wealth. In commercial buildings lighting, signage and showcase windows were incorporated into the design of the front door area. Rear doors and side doors were often less elaborate and were used as service or delivery doors. Even so, they were usually sympathetic in design and style to the more decorative front door.

Original doors are an important component of a structure. Every effort



should be made to retain, restore, and protect them. An exterior wood door is constantly exposed to the elements. A protective coating of paint or exterior varnish should be used. An extensively damaged finish requires sanding or paint removal before refinishing. Often glass pieces to match the original panes can be found through glass dealers or antique stores. A local example of doors as an important part of the facade is the entrance to Zion Lutheran Church. The doors were refinished to their original appearance, rather than being painted. A Certificate of Appropriateness is not required for repair of a door, but is required for a door replacement or installing a door at a new location.

Door Replacement

If a door is so severely damaged that it cannot be repaired, every attempt should be made to use a replacement door that is similar to the original in

detailing, size, and material. A Certificate of Appropriateness should be obtained even before the replacement door is purchased. The replacement door should fit the existing opening, thereby eliminating the need for an increase or decrease in size. Blank panels or extra wide door casings should never be used to make a small door fit a larger opening. A replacement door from a demolished building of the same architectural style would be preferable to a new door of a different style. For example, a modern, flat-faced door should never be used on a Victorian house and an ornate Victorian door should not be used on a plainer Federal style storefront. Replacement of a door should never include elimination of original casing trim pieces or ornamental surrounds, such as door hoods.

Storm Doors

Storm doors are not always used at every door, but most historic periods did include them. Original storm doors should be repaired if at all possible. Retaining original elements is always preferable to using replacement items.

New storm doors should be chosen for their decorative abilities, as well as for their energy conservation and protective properties. Plain, bare aluminum storm doors should never be added to an historic building. Storm doors should be chosen for their compatibility with the style of the building. A Colonial cross-buck storm door should not be installed on an Italianate home, for example.

The color of the storm door should also be chosen to fit the color scheme of the building. On some buildings, a door may be painted an accent or trim color, while on another it may need to be painted to match the body of the wall. For example, to better show a beautiful original entry door, a full-view type storm door might be chosen, with its edges painted to match the door casing. A Certificate of Appropriateness must be obtained before installation of a new storm door.

Ornamentation

Tipp City has many fine structures displaying a variety of architectural styles. There are buildings in the Federal, Gothic Revival, Italianate, Octagon, Second Empire, Queen Anne, Stick Style, Shingle, Romanesque Revival, Bungalow, American Foursquare, Lustron, Spanish Revival, Modified Prairie, Greek Revival, Boomtown, Neo-Classic, Georgian, and Colonial Revival styles. Some homes in historic Hyattsville are log cabin or wood frame structures, dating to 1830-1850. Each period home has ornamentation that gives it unique identity and detail. The variety of materials, patterns and techniques utilized gives each home its personality. These design elements make an important contribution to the building's historical significance.

Loss of the original ornamentation seriously detracts from the appearance

and monetary value of a house. This loss often occurs for two reasons. The first is through deterioration due to weather; the second is by the unnecessary removal by homeowners. Property owners are often unaware of the significance of these features. On the other hand, some homeowners add ornamentation to "dress- up" a featureless home. This is sometimes done through the addition of decorative doors, shutters or modern fixtures that may be incompatible with the building's architectural style. These unoriginal decorative additions should be avoided.

Ornamentation includes the variety of brackets, porch elements, columns, cornices, window and door trim, decorative shingles and brickwork used on the house. With frequent monitoring and preventative maintenance, the original ornamentation will continue to enhance the beauty of the house.

If it is necessary to remove a piece of ornamentation, either for repair or replacement, do so carefully. Attach a piece of tape to the back, number it, and code it to a drawing or photograph. This will help you to easily return it to its original position. Exposed graying wood, rusting metal, or peeling paint does not necessarily mean that a feature is deteriorated beyond repair. Improvements in paint technology allow preservation of many wood pieces that might have had to be replaced in the past.

Wood shingles were often used as a siding element. Decorative patterns such as fishscales, sawtooth, diamond, square, scalloped and diagonal boards were used in Victorian homes. Every effort should be made to preserve and protect these original boards. Cracks in wood can be filled with wood putty or a flexible caulking compound, which will expand and contract with the weather. Repair loose joints. A good primer and weather protecting paint, chosen in colors that are historically accurate for the house, can then be applied.

If the ornamentation is so severely deteriorated that it cannot be repaired, it should be replaced with a piece that duplicates the original exactly. Most details can be reproduced to match existing pieces, whether in wood or metal. Wood is easiest to reproduce and install.

Original ornamentation should never be removed, altered, or covered over. Wood pieces should never be replaced with plastic or metal reproductions. A Certificate of Appropriateness is not required for repair of ornamental elements, but one is required before installation of replacements or new ornamental details that do not already exist on the structure.

Awnings

Historically, awnings were used during summer months to reduce heat and prevent sun damage. They provide decorative protection from the elements on both commercial and residential structures. Typically, they were not permanent features of a building, but were used seasonally, and stored during the winter.

Awnings are available in a wide range of colors and styles and can often be retracted to a position against the structure to which it is attached. When properly maintained, canvas material has proven to be durable and long lasting. For prolonged life, it is recommended that awnings be stored indoors during the winter months.

Solid colors or simple stripes are usually appropriate. Colors should correspond with those appropriate to the building on which the awning is mounted. Cloth awnings are strongly encouraged. Simple awning extensions from the face of the building, similar to what is seen in many historic photographs of early Tippecanoe, are preferred. Inappropriate awning enclosures or modern shapes are discouraged. Any visible steel frames or supports should be of a like color to that of the awning, so they do not detract from the awning itself. Modern, rigid back-lit vinyl awnings were not used in Old Tippecanoe, and are prohibited. Their prominent appearance is not appropriate to the earlier times of the Restoration District.

A Certificate of Appropriateness is not required for replacement of canvas on an existing awning, but one is required prior to installation of a new awning or change in material, color, or appearance of an existing awning.

Brick Repair

One of the reasons the Old Tippecanoe Restoration District has survived to this date relatively intact is because of the brick construction encouraged by John Clark. Brick and better frame buildings tended to last longer than crude log buildings. Nevertheless, brick buildings need occasional maintenance.

Bricks made in the early 19th century were a much softer brick than that available today. In Tippecanoe, many bricks were made right on the site of the building, from locally available clay. Consequently, the mortar mix for repair or replacement of older brick must be of a formulation that is also softer than that used today. Use of standard hard mortar with soft brick can cause the old brick to break or spall due to the difference in hardness and different rates of expansion. Brick chosen as replacements in an existing wall must also be of an appropriate hardness for the same reason. It may be necessary to find a source of old brick to be used in a repair such as those from a similarly aged structure that has been torn down. If in doubt, consult a master mason with experience in old brick repair.

Sometimes, simple brick repair can be done by a homeowner. First remove the damaged brick by carefully chipping out the mortar around the brick. Remove the brick, reverse it, and then return it to the original location. Tuck-pointing of mortar should conform to the coloration and style of the original mortar work. If the damage proves too excessive the homeowner should contact a master mason or brickyard, which can often serve as a resource in helping locate replacement

bricks of the same era as the structure. The brick repair should match the pattern of the existing bricks. It may be necessary to “tooth” or “key-in” a repair, rather than have a vertical row of joints.

Brick walls should never be sandblasted, chemically stripped, or sealed. This can often cause future water damage that could prove more damaging than the original problem. A Certificate of Appropriateness is not required for minor brick repair, but one is required for any type of paint or finish removal. The method to be used should be thoroughly researched, with a full report of the findings being provided to the Restoration Board, along with the application for the certificate.

Siding

The major visual element of any building is the material that makes up the body of the wall surfaces. For wood frame buildings, this is usually a form of siding. It can be vertical boards and battens, as in the B & O Freight Station’s original walls, or the more common horizontal siding. Because one of the goals of the Restoration District regulations is to preserve and maintain that unique character of historical Tippecanoe City, the Restoration Board strongly discourages major changes such as replacing exterior siding with other than like material. Any change in the exterior materials or appearance of a structure requires a prior review by the Restoration Board for a Certificate of Appropriateness.

Siding Repair

Any siding repairs or replacement should match exactly in style, shape, and width to the existing material. For small repairs, a custom woodcrafter can easily prepare siding to match an existing sample. Some lumberyards also have arrangements for custom milled lumber, which can be provided in any shape and quantity.

Synthetic sidings that are manufactured to mimic the appearance of the original materials are not acceptable, when their basic material differs from the original siding material. For example, metal or plastic reproductions of lap siding are not appropriate materials for repair of damaged wood siding. Replacing a horizontal lap siding with a vertical panel-type plywood siding is similarly prohibited. Removal of modern materials, however, such as aluminum siding or brick-look asphalt siding can be an opportunity to return a building to its original construction, greatly improving its appearance and value.

A Certificate of Appropriateness is not required for minor repair of siding with new pieces of the same material and dimensions. A certificate is required,

however, before any change in materials is begun.

Oversiding

Although many property owners might consider new siding materials over old siding to be an improvement, it is a very destructive practice from a historic preservation viewpoint. The application of new siding materials over old siding may result in physical damage to a building, causing or exacerbating wood deterioration by sealing in moisture. Also, such installations can hide existing or potential problems, which may not be discovered until serious damage has been done.

Aluminum or vinyl siding, asphalt, asbestos, and formed stone are inappropriate for application over the existing siding of a building in the Restoration District. These sidings can drastically change the appearance, scale and texture of the structure and often require the removal of ornamentation and trim, therefore altering the historical character of the house. In addition, the relationship of the trim to the body of the wall is changed when the new thickness of material is applied. Any use of the aforementioned sidings is not encouraged on any structure in the district. Instead, the existing wall materials should be repaired properly, to maintain as much of the historic appearance of the structure. Changing a brick wall by installing horizontal aluminum siding, or adding vinyl siding over existing wood siding is not considered appropriate or an improvement in the Restoration District.

In cases where a property owner has exhausted all other alternatives and wishes to install synthetic siding over an existing building within the district, an application for a Certificate of Appropriateness must be filed with the Restoration Board, including the following specific information in addition to the details of the proposed construction:

- (a) Written estimates from reputable contractors, showing that all alternatives have been attempted or studied and the request for such siding is the last resort.
- (b) The applicant has read publications regarding the problems of synthetic siding. Pertinent publications can be obtained through the Board.

Paint and Color

Paint colors varied through history, not only with fashions, but also because of available materials. Wherever possible, paint colors appropriate to the style and period of the particular building should be used. Ideally, paint color research should be conducted on your building to determine the original color. Building color has a greater visual impact than any other exterior architectural feature. This

refers not only to exterior paint, but also to roof colors and colors for such items as window sashes, doors, and ornamentation.

Choice of color is a matter of personal preference. In the case of historic buildings, however, certain colors are more appropriate to a building's forms, style and setting than others. A balance must be struck between existing use of colors, the desires of property owners to use various colors and the limitation of color use. The end result of a project involving color choice should be compatible with the area's character and with colors used in nearby buildings.

Generally, on buildings constructed after 1870, when Italianate Commercial architecture came into full bloom, colors were noticeably darker, as greens, dark reds, oranges and olives began to creep into the palette. Trim was always in a darker color that complimented the lighter main body color, although this was sometimes reversed. Brackets, the most common decorative feature in this period, were usually painted the same color as the cornice.

At the end of the 19th century, more highly ornamented building surfaces presented the opportunity for more lively and imaginative use of color. Examples might be dark green or maroon trim with lighter body colors, such as pale yellow or light green. Earth colors, such as browns and brown-reds, would also be appropriate for trim colors, with beige body colors. Often two or three colors were combined in a single building.

After 1900 (post-Victorian and Colonial Revival), architecture generally began moving away from the complexity and heavy ornamentation of the late 19th century, and color followed suit. There was a shift from overbearing architecture to the plainer, simpler, classical forms of the past, with an accompanying return to lighter, cooler colors such as cream, yellow and white for buildings.

After the turn of the century, buildings were built in the Colonial Revival styles with the principal body color painted white to mimic the appearance of early architecture. Bungalow buildings, which resulted from the Craftsman movement of the early 20th century, were generally maintained in earth tones with contrasting black or green shutters as accents. Painted metal roofing should be dark green or a dark red color (both were commonly used in the past).

Original paint colors for a building should be researched as a starting point. The book, *A Century of Color*, by Roger Moss, has color plates of similar types of houses to those found in Tipp City. Determine what combination of colors was used, in what locations and how many colors were used. It is always recommended that the first choice of paint color be a return to whatever the original color(s) were used. You can sometimes find out what the original color of your house by scraping away layers of paint with a utility or *Exacto* knife. The bottom layer may be the primer color and the layer on top of that, the original color. A layer of dirt between bare brick and the first paint layer indicate that the brick was not originally painted. Body, trim, shutters and doors may have been

painted different colors, so you should check these areas as well. The paint may have faded over time, and one trick to give you a better idea of the original color is to brush the paint chip with olive oil. This will intensify the colors, approximating the original appearance. Most paints of the 19th and 20th centuries contained linseed oil, which has slowly evaporated, dulling the paint. The olive oil will substitute for the linseed oil in reviving the original color on the chip.

If original colors will not be used, choose paint colors that are appropriate to the period and style of the building. For late 19th century buildings, contrasting colors may be appropriate, but avoid too many colors on one building. The simpler the building design, the fewer colors should be used. A conservative approach is to combine lighter and darker shades of the same color. On commercial buildings, the color selected for the storefront is usually repeated on the upper facade details such as friezes, cornices and window sash. A color appropriate as an accent or trim color may be entirely inappropriate on the body of a wall. Gloss black paint could be acceptable for the trim on an early 20th century building, for example, but would be prohibited on its siding.

In general, do not paint surfaces that have never been painted (e.g. foundations and steps). For example, stone surfaces were almost never painted (although brick often was during the 19th century). Painting stone can affect its texture and surface appearance, as well as lead to possible moisture problems by trapping moisture.

A Certificate of Appropriateness is not required to repaint existing painted surfaces with the same color. A certificate is required to change colors or to paint a previously unpainted surface. Color chips and diagrams showing the different building features to be painted in each color should be submitted with the application form. If colors have not yet been chosen, the Restoration Board can provide advice and suggestions.

Roofs

The roof not only serves to protect the house or building from the elements, it contributes significantly to the style and appearance of the structure. Variations in line, pitch and overhang can provide important clues to additions and modifications through the years. Roof types found in the Restoration District include gabled, Mansard, flat, Boomtown, and hip. While the majority of the roofs are asphalt shingle, some roofs still exist in or near the district with slate, imbricated slate, tile, standing seam metal, and wood shingles.

Roofs should be inspected occasionally in order to identify problems early enough to avoid premature roof replacement or damage to the cornice or walls of the building. Look for curling or bulging shingles, rusted or leaking flashing, or in the case of slate or tile roofs, missing or misaligned slates or tiles. Examine

gutters and downspouts and ensure that water runs off and away from the roof area. Leaves and twigs in the gutters can cause ice dams to form in the winter, causing damage to the gutters, the roof, and the eaves.

Examine slate roofs for deterioration. Some slate types have a life of 175 years or more! Often, problems here are with flashings or the slate hangers. Rusted hangers can allow slate to slip causing leaks and damage. Rehang the slate with new hangers. Replacing a slate roof can be expensive. In cases of extreme financial hardship it may be necessary to consider alternatives such as artificial slate, standing seam metal or asphalt shingles. Replacement color should match the color of the original slate as nearly as possible.

Metal surfaces should be kept painted (except for copper). Use an appropriate primer for the particular type of metal roof. Incompatible metal fasteners or flashing can cause galvanic corrosion. Patching a metal roof with roofing tar will accelerate the deterioration of the metal. A properly maintained metal roof will last about 70 years. Roof replacement, if necessary should be with similar standing-seam metal roofing.

As asphalt shingles age, they will lose their protective granular coating and will curl and buckle. Their typical life span is only about 20 to 30 years. Replacement of an asphalt shingle roof with asphalt shingles is acceptable. Generally, light-colored shingles are not acceptable, because they are a more modern development. If the original roof on the structure was metal, copper, slate or tile, consider restoring the roof to its original design and materials.

Historically, valley flashing was a typical treatment where the roof planes meet at different angles. Today it is common for roofers using asphalt shingles to weave the shingles at the valley. This can cause valleys to deteriorate more rapidly than those with a valley flashing. Copper, galvanized metal, and rolled aluminum with a baked-enamel finish are more appropriate choices for valley flashing than today's woven shingle technique. Baked enamel finishes are also preferred for gutters, downspouts, and flashings, rather than bare aluminum, zinc, or galvanized steel. Copper flashings and gutters should be kept bare, however.

A Certificate of Appropriateness is not required for a roof repair that uses the same materials and colors for the repair work. For any change in the type of material or color, a certificate is required. Roofing practices that change the appearance of the structure are strongly discouraged. These include the following:

1. Removing elements such as chimneys, skylights, light wells, dormers and cupolas that provide character to the building.
2. Adding antennae, satellite dishes (even those under 24" diameter), skylights, solar collectors and the like on the front of a building or street elevation. These items should be installed on non-historic accessory buildings or on non-character-defining areas of the roof that are not prominently visible from the streets.

3. Adding new elements such as vents, skylights or additional stories that would be visible from the primary elevations of the building.
4. Low-profile ridge vents are not acceptable if they detract from the original design and destroy historic roofing materials or design.
5. Applying paint or coatings to roofing materials that were not historically coated, such as copper.
6. Replacing concealed or built-in gutters with exposed gutters.
7. Installation of new gutters and downspouts that detract from existing architectural features.
8. Replacement instead of repair of cornices, or the removal of elements such as brackets or blocks, which are part of the original composition, without replacing them with new ones of a like design.
9. Modification of the slope or structural design of a roof, such as conversion of a flat roof to a gable roof. (Such drastic modifications should only be conducted after thorough design work by a competent professional, with attention to the effect on the original style of the structure. In addition, such work usually requires a building permit and inspection of the new structural work and its support on the older structural members.)

Porches

Porches, entries and balconies are often primary features of historic buildings. Porches and stoops historically have been, and often still are, a focal point for socialization. They constitute an extension of the interior living space and are sometimes the dominant frontal feature of a house. Because of their influence on the look of a building, front porches were often altered over time in an effort to reflect a more modern or current architectural style than the original. In some cases, wood columns have been removed, and replaced with inappropriate wrought-iron railings and columns that are visually out of proportion to their function.

Because of the significant contribution the porch makes to the historic character of the building, it is never appropriate to enclose a front porch or balcony in the district. Enclosure of side or rear porches is similarly discouraged. Elimination of a porch or balcony is not appropriate, nor is the addition of a porch or balcony which was not originally installed or which is not in keeping with the architectural style of the home. Even if a door is closed off and other entrances to the building are used, it is not appropriate to remove the associated porch. Instead it should be maintained and preserved so that it is always possible to restore the entrance to functional use.

Reconstruction of an existing porch or balcony should be done with careful study any documentation available as to the original size, style and accents of the

original. When repair or replacement is necessary, new elements should match the original in shape, material, texture, detail and dimension. Do not eliminate detail rather than replace it. Also, do not add detail such as brackets, spindles or scrollwork if documentation does not show it was an original part of the building. Excess ornamentation can be as negative an effect on the appearance of a building as the lack of the original. Replacement of an original style porch with a modern open deck is inappropriate.

A Certificate of Appropriateness is not required for ordinary repair of a porch. Any change in the size, configuration or materials of the porch does require a prior review for a certificate. Major structural work may also require a building permit and inspections.

Signs

A Certificate of Appropriateness is required before installation, or replacement of any sign. A separate Sign Permit also must be obtained from the Community and Economic Development Department. A sign is “any object or device or part thereof situated outdoors which is used to advertise, identify, display, direct, or attract attention to an object, person, institution, organization, business, product, service, event or location by any means including words, letters, figures, designs, symbols, fixtures, colors, motion illumination or projected images.” They are the most visible form of commercial advertising, serving both to identify a business and to publicize the merchandise or service offered by the business. Signs have always been an important element in commercial architecture and are often the most noticeable feature in a commercial street scene.

Early 19th century signs were usually simple, painted on the building itself or painted on wood panels that were hung perpendicular to the building over the street or sidewalk. By the second half of the 19th century, signs had become more elaborate, employing gilt, painted raised letters, reverse painted glass show windows, and leaded and stained glass. The appearance of electricity and automobiles after the turn of the century affected signage. Signs became larger, in order to attract attention from heavier, fast-moving traffic. At the same time, they became more distinctive and brightly lit. Neon and other glowing gas designs became popular after World War I, and signs began to use new materials, such as glass, plastic, chrome, and aluminum.

In commercial areas, it is common for merchants to use signage to compete for the attention of the public. The result is often a cluttered hodgepodge that is unattractive and counter-productive for the merchants themselves. It can also be dangerous to motorists and pedestrians and destructive to the historic character of the area. Fortunately, this has not occurred in Tipp City.

Signage in the Restoration District should conform to the styles of the

earlier eras, except on the few existing modern buildings. Signs in the District should generally be simple and designed to reflect the character of the individual business, while remaining compatible with the buildings to which it is attached and to the architecture of the rest of the District. Signs should be limited to the lintels, windows and awnings. Projecting signs should be limited to the main entrance. Wood signs, wall signs, and free-swinging projecting signs are encouraged. Individual plastic or metal letters, neon signs, and interior illumination are prohibited.

Several existing signs have been declared as historic features and are not considered part of the signage allocated to a business. These include the large “Battle Ax” wall mural at the southeast corner of Second and Main; the “Gem City Ice Cream” mural at the northwest corner of Second and Main; the “Sam & Ethel’s” neon sign on Main; the “Rexall Drug” sign framework facing East Main; and the “Tipp Roller Mills” wall letters on the mill near the canal lock.

Signs also need to follow the requirements of the sign sections of the Zoning Code. These include standard limitations on their size and number. Usually, one sign is permitted per business, although there are exceptions, particularly for businesses with frontages on two streets. Sign area is usually restricted to one square foot of sign area per linear foot of building frontage. Signs should never conceal any windows, doors, transoms, or other architectural features. Low, ground-mounted signs are appropriate to buildings that are set back from the street. Such signs should be double-sided and positioned perpendicular to the street. Hanging or projecting signs should be double-faced and positioned a minimum of 8' - 6" above the walk grade and not overhang the street. Such signs should be limited to buildings originally constructed as commercial structures. They are inappropriate on converted houses.

Temporary, interior window signage does not require a Certificate of Appropriateness or a sign permit. Temporary exterior signage, such as a banner on a building or the annual “thermometer” for the United Way campaign, requires the applicant to obtain a special approval from the Planning Board, before applying for a Certificate of Appropriateness. The street banners stretched across West Main Street may be installed only by the Tipp City Electric Division, and prior approval from the City Council must first be obtained.

Accessory Structures

Accessory structures include garages, carriage houses, springhouses, smokehouses, greenhouses, gazebos, and other structures of the like. They provide functional space while adding to the historical character of the property. Accessory buildings should complement the primary building or the site. Restoration District standards for accessory buildings are the same as those

required for primary buildings.

Generally, the accessory building should be subordinate to the primary building. It should not “overshadow” or “outshine” the main building. The style should be compatible, however, and the roof type and slope should match that of the main building. A flat roof should not be used, for example, on a garage behind a house with a steeply pitched gable roof. Similarly, a two-story “carriage house” should not be built for a one-story house.

A Certificate of Appropriateness is required for construction of an accessory structure, including a detached or attached garage, a satellite dish, antenna tower, gazebo, storage shed, or any other type of accessory structure. Most of these will also require a building permit and inspections. Ordinary repair work on an accessory structure is treated in the same way as repair work on the primary structure. The preceding sections should be reviewed for information regarding a specific project, such as reroofing a garage.

Some new construction projects may also require review by the Board of Zoning Appeals. For example, a variance would be necessary to build a garage with a roof peak higher than 14 feet, which is the limit set by the Zoning Code for residential districts. While a two-story carriage house style may be considered appropriate, it would not meet the standard Zoning Code limitation. Before the application for a variance is filed with the Board of Zoning Appeals, the Restoration Board should first be consulted for its review of a Certificate of Appropriateness.

Fences

Historically, fences have served to act as physical barriers and property lines. Early fences were typically simple in construction and, because they marked property lines that might change, were designed to be easily disassembled and removed.

Beginning in the 18th century, fences began to be designed as ornamental features of the structure itself. Commonly, front yard fences were constructed of wrought iron, often intricately crafted, while rear yard fences were of wood, more simply designed and intended primarily to provide privacy. During the Victorian era, both iron and wood fences became increasingly elaborate. In the late 19th and early 20th centuries, large, open front yards without fences became the norm. Fences which are in keeping with the style and size of the buildings to which they are attached add to the harmony of the streetscape and help to define the structures. Simple picket, straight board, wrought iron or French Gothic fences and brick walls are normally appropriate to the Restoration District.

A Certificate of Appropriateness is required before installation or replacement of a fence. Chain link, expanded mesh, and horse wire metal fencing

are utilitarian styles typically used in rural and industrial areas, and are inappropriate in the Restoration District. Similarly, split rail and basket weave wooden fences are modern forms that are inappropriate, as are plastic, aluminum, or hollow metal or plastic simulations. Ornamental woven wire fences, if used, should be confined to side and rear yards. A fence permit must also be obtained from the Planning Department. Fences may not be allowed in certain easements. A property survey is strongly recommended prior to installation of any fence.

Landscaping

Landscaping includes the visual design and arrangement of parking lots, vacant lots, and other open areas, together with man-made materials or other non-living materials or objects, but shall not include the planting and arrangement of flowers, shrubs, and trees as they relate to a single property. Landscaping has always been important in Tipp City, since there has been a nursery within its city limits for over a hundred years. New landscaping in keeping with the size, scale and design of the structure is welcome.

Property owners can frequently visit local nurseries and garden centers for landscaping ideas on which plants grow vigorously in our area. Residents of Main Street can also get landscaping advice from the city's Streetscape Plan and the Tipp City Tree Board. Other suggestions of specific plants and plant layout, appropriate for your style home, are also available in the Tipp City Library.

Ivy can be utilized as a ground cover in the heavily shaded areas of the Restoration District. It should be maintained as a ground covering and not allowed to climb up the structure. The tendrils can invade mortar and paint, necessitating expensive repairs for the homeowner. *Ajuga* and *Pachysandra* are two ground covers that do well in shade and on slopes. These hardy perennials do not climb near-by structures.

Wildflower gardens and vegetable gardens are recommended to be located at the side of the house or in the rear yard. Ornamentation and statuary that are compatible with the period of the structure are considered appropriate. Modern lawn ornaments, such as cutout plywood decorations and plastic figures are not appropriate.

A Certificate of Appropriateness is not required for routine landscaping maintenance. A certificate is required for installation of new landscape features such as arbors, trellises, stonewalls, flagpoles, and other fixed constructions. Planting or removing trees in the curb lawn in the street right-of-way requires a special permit from the Tipp City Tree Board. Contact the Tipp City Parks Department at 667-6305 for more information or advice about street trees.

Public Works Improvements

Any proposed repair or new construction work inside a street or alley right-of-way is subject to the standard requirements of the Tipp City Service Department. This includes repair of the public sidewalks, curbs, driveway aprons, street trees, and any public utilities. While a Certificate of Appropriateness is not required for this type of work, various other permits, certifications, and insurance are needed before the work can begin. In addition, the Restoration Board also routinely advises Tipp City Departments on projects within the Restoration District, even though the projects are not actually on the private properties of the Restoration District. The goal is to have any construction in the Restoration District compatible with the goal of historic preservation to the extent possible.

New Buildings

A Certificate of Appropriateness is required for any new building in the Restoration District, in addition to the many other permits that are needed. In order to maintain the overall homogeneity of the Restoration District, it is important that any proposed new construction take into account the relation with abutting buildings and side streets. Basic design elements that establish the character of the area, such as street alignment, building volume, facade rhythm, material uniformity, and detailing, must be identified and used as guidelines for the design of a new building. Applications for new construction must document the context of the proposed project in the submission materials. This submission must indicate how the proposed new construction relates to its surroundings. For new buildings, the Restoration Board strongly encourages early submittal of preliminary concept plans during the first part of the design process. Then, suggestions and comments can be included in the design work, rather than occur later as criticisms that may be impossible to overcome.

Design parameters that should be considered in any new building project include the following:

Street Alignment: New structures must maintain the setback established by adjacent buildings.

Building Volume: New structures should be compatible with the shape, height, and size of adjacent buildings. In commercial areas, new structures should fill the volume defined by the adjacent buildings. In residential areas, the new structure should maintain the proportions of wall height and length and roof height and slope established by existing adjacent buildings.

Facade Rhythm: New structures should maintain the established patterns of adjacent buildings. Bay spacing, the expression of floor levels, the percent of openings in the facade, the proportion and spacing of openings, and the

emphasis (e.g. horizontal or vertical) of adjacent buildings should be maintained.

Material Uniformity: New structures should use materials that match those of adjacent buildings. Brick and horizontal wood siding are typical building materials used in the Restoration District. Roofs on residential structures can be metal, tile, slate, or fiberglass or asphalt shingles.

Appropriate Detailing: New structures should incorporate detailing that is sympathetic in design, scale and proportion to the body of the building, and should reflect the detailing found on adjacent buildings. The architectural style, applicable generally to the principal and accessory building or structure, or buildings and structures, should adhere as closely as possible to one of the original architectural styles represented in the district. An exact copy is not suggested, but use of additional or more modern design styles is discouraged.

Prohibitions: Vinyl and metal siding are not considered appropriate. Composite materials and large expanses of glass are strongly discouraged.

New Additions to Old Buildings

Many of the buildings in Tippecanoe have had additions to their original size. Generally, an addition does not necessarily have to look as though it was built at the same time as the original structure. A contemporary design that is sensitive to the scale, proportion, rhythm, balance and materials of the existing structure can be just as successful. Additions that do not affect the appearance of the front of the structure are preferable, since they preserve the appearance of the principal face of the structure. The back or the side of the building near the back, are the preferred locations for an addition. If the existing structure is very distinctive, it may be desirable to tone down the design of the addition and keep it simple so that the addition takes a secondary role to the original building. A Certificate of Appropriateness is required for any new addition to an existing building, as well as many other permits and approvals.

Design parameters that should be considered in any new addition include the following:

Setback: If an addition is on the side, it should not be extended forward beyond the face of the existing building. Usually, it is preferable to have the walls offset by a few feet, rather than to line up in a straight line.

Height: An addition should not be taller than the existing building. This gives the addition more importance than the original structure.

Shape: An addition should reflect the shape and proportions of the existing structure. Roof pitch and overhang should also relate to that of the original.

Windows: The windows should be similar in proportion and size to the existing

ones. They should also be of the same type (e.g. double hung).

Doors: Any new door should be located on the side or rear of an addition so as not to compete with the original front door, which is usually the focal point of the facade.

Materials: The same materials should be used on an addition that are used on the existing building, whenever possible. Siding should be of the same material, size, and style. Brick or stone should match the size, texture and color of the original. Since this was often difficult to do, traditional additions to such buildings were often wood frame. This may be more appropriate than mismatched masonry. If the roof of an addition ties directly into the existing roof, the material should match exactly that of the existing roof. Where there is a separation of the roof planes, a compatible material may be considered.

Details: Original details (i.e. cornerboards, friezes, cornices, etc.) should be reflected in an addition but should not necessarily be copied exactly. Refer to the preceding specific sections for design requirements that relate to the various elements that comprise a building (e.g. windows, doors, ornamentation, etc.).

Prohibitions: Vinyl and metal siding are not considered appropriate. Composite materials and large expanses of glass are strongly discouraged. Plastic duplications of original features are prohibited.

Interior Remodeling

The Restoration District regulations in the Zoning Code ordinance primarily apply to the exterior of structures; they do not apply to the interior of any home or business. A Certificate of Appropriateness is not required for an interior remodeling project, unless it affects the exterior of the building, such as by changing a front door location. Nevertheless, the Restoration Board is willing to provide non-binding suggestions or advice on any improvements, changes, or alterations that are entirely within the interior of a structure. In addition, the interior arrangement of the buildings or the use to be made of the building cannot be considered by the Restoration Board in determining whether an application for a Certificate of Appropriateness complies with the regulations. The interior arrangement, remodeling, and the use of the structure are still subject to the same standard requirements as any other building in Tipp City, with respect to permits, the Building Code, Electrical Code, Fire Code, Zoning Code, utility regulations, and other laws and regulations. Extensive interior remodeling projects and any change of use or occupancy will need to be reviewed by other agencies than the Restoration Board.

Demolition

The most permanent damage to a historic building is demolition. It should never be considered for mere convenience. Once a building is gone, a gap is forever left in the fabric of the existing neighborhood. In cases where a property owner applies for a permit to demolish a building within the Restoration District, or to relocate a building, a Certificate of Appropriateness is required. Written or Photographic evidence must be submitted to the Restoration Board by the applicant, showing that three or more of the following conditions prevail:

1. That the building proposed for demolition is not inherently consistent with other structures within the district.
2. That the building contains no features of special architectural and historic significance.
3. There is no viable economic use of the building as it exists.
4. A written report by a contractor acceptable to the Board, demonstrates it is not feasible to restore the structure.
5. A written report by a contractor acceptable to the Board, demonstrates it is not feasible to move the structure to another location.

All applications for demolition must include a description of the proposed new use and/or structure, and a timetable for its construction. Prior to the issuance of a Certificate of Appropriateness for any demolition within the Old Tippecanoe City restoration and Architectural District, the applicant shall submit a surety/performance bond to guarantee completion according to the submitted timetable along with a written list of all alternatives that have been considered in lieu of demolition.

The applicant for demolition must, upon issuance of the Certificate of Appropriateness, submit a written request and corresponding fee for demolition to the City Manager's office. All demolitions must comply with local, state and federal requirements.

If the Restoration Board finds the application for demolition does not meet the above criteria, the application for permit shall be delayed for twelve months while the Restoration Board and the property owner work cooperatively to seek restoration alternatives. If after twelve months, no restoration alternative can be reached which is acceptable to the property owner and the Board, the Certificate of Appropriateness allowing demolition shall be denied.

To prevent demolition through neglect, the Zoning Code requires maintenance and repair of the buildings in the Restoration District. Neither the owner of, nor the person, nor an organization in charge of a structure within the district shall permit that structure or landmark to fall into a state of disrepair which may result in the deterioration of any exterior appurtenance or architectural feature so as to produce a detrimental effect upon the character of the landmark or

structure in question, including, but not limited to:

1. The deterioration of exterior walls or other vertical supports.
2. The deterioration of roofs or other horizontal members
3. The deterioration of exterior chimneys.
4. The deterioration or crumbling of exterior plaster or mortar.
5. The ineffective waterproofing of exterior walls, roofs, and foundations, including broken windows and doors.
6. The deterioration of any feature so as to create or permit the creation of any hazardous or unsafe condition or conditions.

A Brief History of Old Tippecanoe City

(edited from the Tippecanoe Sesquicentennial history)

The central part of what is now Old Tippecanoe City was once a farm of 104 acres owned by Robert Evans, who had purchased it in 1828. After working diligently for eleven years, clearing the briery and heavily wooded tract for a farm home, he traded the land in 1839 with his brother-in-law, John Clark. (Born in Maryland in 1797, John Clark had moved to this township with his mother and several other families in 1810, settling in Cowlesville. In 1817 he married Harriet Jenkins and to this union were born eight children). In 1820 Mr. Clark constructed a flat boat at the mouth of Honey Creek and loaded it with hides, flour and pork, which he took to Cincinnati to the markets. He was able to visualize the success of a town located on this spot, at the intersection of the Miami and Erie Canal (completed through this area about 1837) and the state road from Springfield to Greenville, which had been established in 1813 and made a state road in 1817 (now State Route 571). Immediately he had the land surveyed for a town site.

The first plat was recorded in 1840 and contained seventeen lots; starting at the northeast corner of Main and First Streets and extending seven lots north to Plum Street; then south on the opposite side of First, for nine lots, to Main Street; and one lot west on Main Street. These lots did not include James and Uriah John's already existing gristmill on the west bank of the canal. John Clark named his new village "Tippecanoe." This was the year William Henry Harrison was campaigning for the presidency of the United States, and the rallying slogan was "Tippecanoe and Tyler, too." Mr. Clark was a great admirer of Mr. Harrison (legend says Mr. Clark erected a temporary miniature log cabin at Main and First Streets, 1840, in his honor) and so adopted the name of Tippecanoe and recorded it with his plat. In the selling of lots to the new townsmen, Clark asked that no log structure be erected with the result that Tippecanoe originated with neat frame or brick buildings, many of which are standing today.

It was not long before many additions were made to the original plat. By 1851, the population had increased to the extent that the town was ready to be incorporated and maintain its own local government. A village charter was received from the state and the first election was held in May of that same year. The boundaries in that original charter reached quite a distance east of the canal; west to the village of Hyattsville, and from north of Plum Street to south of Elm Street. The first town improvement ordinance required property owners to provide sidewalks of brick or stone; these were later replaced by Portland cement concrete walks in 1891.

Monroe Township was already well established as an agricultural area much earlier than Tippecanoe. It was settled mainly by people from the southern states and Pennsylvania, looking for new homes. The first white settler was Samuel Freeman, who came in 1802 and settled west of the Great Miami River, south of where Tippecanoe was later established. He received a patent for all of Section 25, in 1804, and entered all of Section 34, in 1805. The township was comparatively level, fine for agricultural purposes, and well adapted for grain raising. Maple sugar was made on most of the early farms. Flax, tobacco and corn were the early products. The first local township government was organized in 1818.

The Great Miami River played an important role in the growth of the earliest farms, but was soon surpassed by new roads that passed through what became Monroe Township's first commercial center. The town of Hyattsville was established by Henry J. Hyatt in 1833, at the intersection of the Dayton-Troy Road (established in 1808 and now known as Hyatt Street) and the Springfield-Greenville Road (established in 1813 and now known as Main Street). Unlike the frame and brick homes in Tippecanoe, which came several years later, most of the homes in Hyattsville were of log structure. At least one survives today, covered during intervening years by more modern siding materials. Mr. Hyatt's one-room log cabin was used as his dwelling, a dry-goods store, tailor's shop and a post office. The mail was brought from West Charleston once a week. A full post office was later established in 1835, with Samuel Schroyck as postmaster. At that time he owned the tavern at the southwest corner of the present Main and Hyatt Streets, then known respectively as Canal and Main Streets. As the stagecoach from the north and south stopped there, it is likely that first real post office was located in the tavern. Even later, Dr. Gilbert became Postmaster in 1851, and was instrumental in having three mails a week instead of one. Hyattsville did not develop beyond its original twenty-seven lots, although it maintained a post office, two stores, tavern, blacksmith shop and a church. In 1874, the Hyattsville citizens asked to be incorporated into the village of Tippecanoe, so that they might have better schools and other advantages.

Even though Tippecanoe was not on a stagecoach line, the one through Hyattsville, only a short distance west, served the town. More importantly, though, the Miami-Erie Canal was available for both commercial and passenger service. Being in one of the richest agricultural sections of the county, having had the raw product at hand, excellent water facilities, and the best of transportation means, Tippecanoe naturally became an independent industrial center.

The Tippecanoe stretch of the Miami and Erie Canal was opened in 1837. That same year, Uriah and James John bought a plot of ground at the northeast corner of the intersection of the canal and the state road (now State Route 571). By 1839, they had completed their gristmill and were established when John Clark

platted his town just west of their location. The next major business was the sawmill, located north of the gristmill, belonging to Jonathan Favorite and Aaron Pearson – established in 1840. A second mill was erected in 1842 across the road from John’s mill. It was expanded with a linseed mill and operated quite successfully until it was destroyed by fire in 1883. The Tipp Whip Co. was built in the same spot, using water from the race that had been constructed for the former oil and gristmill. That building still exists. Other industries started along the canal in the 1860s were a tannery and the Flax Tow Mill, which made hemp rope. Both plants were established east of the canal, on the Hydraulic, and both were later destroyed by fire. The canal was still a good mill location as late as 1904, when the Miami Valley Milling Company was started on South First Street.

Following after the success of the canals, railroads brought even greater transportation efficiencies to early Ohio. The Dayton and Michigan Railroad asked for, and received, permission to bring their line through Tippecanoe; but with the stipulation that “the cars would not run through the town at a greater speed than four miles an hour.” On March 28, 1853 the trial run was made over the new road, the first stop being in Tippecanoe. This railroad absorbed much of the business from the canal, and by the 1880s most commercial canal traffic had been eliminated. The Dayton and Michigan Railroad became the C. H. and D. Railroad, later the Baltimore and Ohio Railroad, and still travels through Tipp City today, as the CSX Railroad.

After the railroad came to Tippecanoe in 1853, new industries were established in the western part of the village. An elevator was built east of the railroad on Main Street and another was located between Dow and Broadway in 1878. Following the Civil War, nationally there was a general movement “west,” bringing more people and ideas into this region. This rapidly expanded business. Soon after the Civil War, the Tippecanoe Building and Manufacturing Company, located on Walnut Street near the railroad, developed into a very valuable industry for the town. Practically all of the houses erected in Tippecanoe after that date, for the next forty or fifty years, were built by this company as well as many buildings in the neighboring towns.

Another important stepping-stone in Tippecanoe City transportation history was reached when the Dayton and Troy Electric Railway Company received a contract in 1900 to bring their interurban traction line through the town. They also maintained car-barns on South Fifth Street (which exist to this day) and erected a large brick power plant at the southern edge of the town on the Canal Road. When the electric line was abandoned 1932, the C.L.E. Bus Company and the C.C.C. Freight Line replaced it for service.

Tippecanoe City and the Dayton and Troy interurban also played a great role in the most significant natural disaster in our region: the 1913 Flood. On March 23, 1913 rain fell for four days, inundating the whole Great Miami River

Valley. In Tippecanoe City, there were washouts on both the railroad and the interurban traction line. Storm water from the west came down Plum Street to the canal, and local volunteers opened a cut in the levee to let the waters through. Others erected a small dike to protect the power plant, which at that time was located east of the canal in the building that still stands at 325 East Main Street. Much greater damage was done by extensive flooding in Troy and Piqua; and Dayton was considered a disaster area; hundreds of lives were lost and property damage ran into the millions (in 1913 dollars!). Within a couple of days after the rains stopped, a relief program was set up in Tippecanoe City to aid the Dayton people. The local bakeries made bread by the thousands of loaves. This, with clothing, bedding, and other needed articles, was taken by D. & T. interurban cars to the hill just north of Dayton near the intersection of present-day Dixie Drive and Siebenthaler Drive, and from there was loaded on boats hastily constructed at the National Cash Register and taken into the city. When the local yeast supply was exhausted, the Dayton breweries sent quantities back to Tippecanoe City, for they needed the food badly.

In the years after the 1913 Flood, funds were raised in the region to create flood protection works. The Ohio Conservancy Act, which was part of that effort, was the first legislation of the kind in the United States. It enabled people in a watershed area to create the Miami Conservancy District. This was a new organization with the power to build five flood control dams on the Great Miami River and its tributaries, along with many levees and other flood control works throughout the region, including all new levees and other improvements in Tippecanoe City. This vast effort later became the model for the creation of the federal Tennessee Valley Authority, which also added hydroelectric power generation to its plan.

Tippecanoe City continued to grow and prosper through the years. The population of the town has modestly increased, without the large population “booms” which radically altered the character of some other communities. The Census Bureau reports the following growth figures:

1860	949	1910	2,038	1960	4,267
1870	1,204	1920	2,426	1970	5,090
1880	1,401	1930	2,559	1980	5,595
1890	1,465	1940	2,879	1990	6,488
1900	1,703	1950	3,304	2000	9,221

In 1967, after many years of steady growth, a larger, more powerful local government system was needed. A Charter Commission was elected to write a home-rule charter for Tipp City. The finished document, securing and exercising all powers and benefits of self-government, was approved by the electorate in 1968, adopting the Council-Manager form of government. The 1970 Decennial Census verified that the village population had exceeded 5,000 persons, so the

village of Tipp City, once just a small canal settlement, officially became a city in 1971.

A few years later, in 1974, the Tipp City Council recognized the importance of protecting the community's rich history, and established the Old Tippecanoe City Restoration and Architectural District. The district originally included Main Street from the east edge of town to the railroad and one block north and south. This area is also listed on the National Register of Historic Places, as Old Tippecanoe City. The Restoration District was extended in 1979, westerly along Main Street to one lot east of Hyatt Street. The purpose of the Restoration District, and the Restoration Board, is "to preserve and maintain that unique character of historical Tipp City which reflects the best elements of the community and the American heritage created by its early residents." These efforts continue to this day.

The Story Behind the Name

No history of Old Tippecanoe City can be complete without an explanation of the name "Tipp City." As noted in our histories, town founder John Clark admired William Henry Harrison, whose 1840 Presidential campaign slogan was "Tippecanoe and Tyler, too." Harrison was widely respected for his 1811 success at the Battle of Tippecanoe, which eventually led in 1814 to the Treaty of Greenville, and ended Ohio and Indiana settlers' fear of attacks by the Shawnees. Clark named his town "Tippecanoe" in honor of Harrison. The name was changed much later, in response to problems with mail deliveries. Due to the proximity of the two villages of Hyattsville and Tippecanoe, the federal Postal Department would not allow an office in the latter place. The people of Tippecanoe received their mail at Hyattsville until about 1850, when a citizen of Tippecanoe was appointed postmaster and moved the post office to Tippecanoe (although the office retained the name Hyattsville). This arrangement continued until 1867, when the Postal Department agreed to change the name to Tippecanoe City, the "City" being necessary to distinguish it from the Tippecanoe in Harrison County. The town was generally known as "Tippecanoe City," although the legal name was not changed until 1938, when the Common Pleas Court of Miami County

gave permission to change it from Tippecanoe to Tipp City. The post office name was also changed to Tipp City at the same time.

The National Register of Historic Places

The National Register of Historic Places was established by the federal Historic Sites Act of 1935 and expanded by the National Historic Preservation Act of 1966. It is a listing, maintained by the National Park Service, U. S. Department of the Interior, of prehistoric and historic properties worthy of preservation because of their local, state, or national significance. Listing affords recognition and protection for districts, sites, buildings, structures, and objects significant in American history, architecture, archeology, and culture. It serves as both a planning tool and a means of identifying buildings, sites, and districts that are of special significance to a community and worthy of preservation.

Listing in the National Register provides a measure of protection from demolition or other negative impact from federally funded or licensed projects. A special review procedure is part of the planning process for all federally assisted projects. The Advisory Council on Historic Preservation comments on the effects on historic properties, as required by the Act and by Executive Orders. Listing is also a prerequisite for some funding applications for restoration work through various private, nonprofit organizations such as the National Trust for Historic Preservation or some special federal assistance programs.

Listing in the National Register does not prevent the owner of a listed property from remodeling, repairing, altering, selling, or even demolishing a building. It also does not prevent the use of city or state funds for these purposes. This is why Tipp City has adopted the Restoration District regulations. Without them, many local landmarks would be protected only from federally assisted projects. The local law benefits Tipp City, and is administered by Tipp City, not by the State of Ohio or the federal government.

Listing in the National Register was an important step in establishing the Old Tippecanoe City Restoration and Architectural District. Many people from the community volunteered their time and effort to see that Tipp City gained the recognition it deserves and enjoys today, as an independent and historic community. The following excerpts are from the 1982 nomination for the Old Tippecanoe Main Street Historic District to be included in the National Register of Historic Places. The original architectural surveys, photographs, and supporting documentation for each structure are in the archives of the Ohio Historic Society, in Columbus. A copy is maintained in the Tipp City Planning Department.

“The Old Tippecanoe Main Street Historic District is architecturally significant in southwest Ohio, because it is a well preserved collection of primarily industrial, commercial, and residential structures. The district includes an unusual variety of styles and typifies a turn-of-the-century town. Since the village has always enjoyed economic prosperity due to its location along major transportation routes, and because of its diversified industrial and commercial bases, it has not experienced a decline in the quality of civic life or in community pride in its buildings. Nor has it been swallowed up by any one major impact that could have overwhelmed this small canal town of yesterday as it grew into today’s city of approximately 6,000 people.”

“The three major areas in this historic district that runs east and west along Main Street for eight blocks are industrial, commercial, and residential. At the eastern boundary are the frame vernacular mills near the lock of the Miami-Erie canal, which was completed to this part of Ohio in 1839. The platting of the town followed in 1840, when commercial buildings began appearing on the adjacent two blocks to the west. The two or three story business buildings include a number of frame country stores, some with attached residences. Other commercial styles include Late Federal brick, “Boom Town Front,” French Second Empire, Italianate, Romanesque Revival, Queen Anne, Beaux Arts, and Neo-Classical. Sprinkled in the commercial area and in the block that connects to the residential area are some public buildings. They include an 1874 Town Hall, an 11894 Zion Evangelical Lutheran Church of Romanesque Revival style, a Jacobethan Township Building, a 1930s Post Office, and a post World war II Library. On the west, the last four blocks spotlight a tree lined residential area and include a few stately brick homes of Gothic Revival, Italian Villa, and French Second Empire. However, large frame Queen Anne and Stick style homes with elaborate wrap-around porches from the turn of the century dominate, and seem to have influenced owners of vernacular buildings to add open porches as the street became the desirable location for merchants to build. There are some excellent bungalows that illustrate the continuous building activity that subsided with the Great Depression of the 1930s.”

“The industrial area includes the abandoned lock of the canal. Constructed originally of limestone blocks and later covered with lime cement, the lock and the grassy canal bed are included in the Great Miami River Corridor Plan for recreational development. Key buildings on the west side of the canal are the Tipp Roller Mill begun in 1839; and the linseed mill, later converted to the 1889 Buggy Whip Factory on the south side of the street.”

“The buildings in the commercial area of the district included copper shops, saloons, a tree nursery, physician’s office facilities. Most of the structures are typical of the period in which they were built and all have businesses today. There are the frame vernacular, late Federal, Greek Revival, “Boomtown” Front,

Romanesque Revival, French Second Empire, Italianate, Queen Anne, Beaux Arts, Neo-Classical, and Jacobethan. An outstanding structure is the Chaffee Opera House, a three-story brick building that retains a stage and seating area on the third floor. This old opera house is currently being considered for restoration and reuse. Its first floor is attractive with plate glass show windows and striped awnings. Another key structure is the three-story frame Burwell Building, with a pair of two-story bay windows. This building is unique because it has a ventilation shaft and skylight, which was very important for the builder whose son had his photography shop here. The frame stores with “Boomtown” fronts, attached residences, and/or gabled facades, located nearest to the canal, should not be overlooked. They are important reminders of early Ohio towns from the 1840s to the 1870s, before frame structures were replaced by brick business blocks because of the vulnerability to fire. The restoration of the 1874 Tippecanoe City Engine House, now the Municipal Building, spearheaded the interest in furthering the village’s Main Street restoration. A style not generally found in small towns is the Jacobethan Monroe Township Building, dating from 1915, which has a commercial first level.”

“The residential area is separated from the commercial and public buildings primarily by the railroad tracks. A few early houses were built on open land on the west end of Main Street. One is the Sidney Chaffee house, an outstanding example of French Second Empire. He was the builder of the Opera House, and a prominent businessman. Also notable is the Gothic Revival house built by Jacob Meyer, and the house with Greek Revival and Italian Villa influences.”

“Many houses were built from 1890 to the 1920s. There are Queen Annes, Stick Styles, the Sears styles, the Prairie Styles, the bungalows, and a Colonial style with a Dutch Gambrel roof. Some earlier homes acquired fancy porches at the turn of the century. All together, the street blends well and typifies the introduction of large porches and leisure hours for small town residents.”

Outstanding Restoration Awards

Many good examples of reuse, rehabilitation, conservation, preservation, and restoration exist in the Old Tippecanoe City Restoration and Architectural District. Each year, as part of the Mum Festival, the Restoration Board selects and honors projects that have significantly contributed to the improvement of the community. Extensive rebuilding or reconstruction projects in the Restoration Districts are given the “Outstanding Restoration” award. Other improvement projects, even those outside the Restoration District, are given the “Home Beautification” award. There is no limit on the number of awards each year, but the Outstanding Restoration award is reserved for very extensive and well-executed renovation projects on old buildings. Most years, only one is given, although some years have seen two awards, or none at all. Many Beautification awards are given each year, and many more excellent projects aren’t recognized simply because there continue to be so many worthy ones in Tipp City, every year. This reflects well on Tipp City property owners, and shows the care they put into their properties. This is one of the reasons Tipp City property values, especially in the Restoration District, are significantly higher than in some surrounding communities.

The Restoration Board accepts nominations for the awards from members of the public, usually in early summer. The Restoration Board members then review each project and later visit the sites as a group, before making the final selections. Traditionally, the Mayor gives out the awards at the Mum Festival, during the afternoon entertainment. Many past recipients are very proud of their work, and the recognition of that work that the award represents. Awards are prominently displayed in several buildings in the Restoration District.

Some of the past recipients are:

2001	228 W. Broadway Avenue	Robin Fleet
2001	304 W. Broadway Avenue	Heather Bailey
2001	408 W. Main Street	Scott Tharp
2001	243 N. Third Street	Michelle Blake
2001	326 W. Main Street	Jon Warner
2003	114 W. Main Street	Adam & Amy Blake
2003	120 W. Main Street	Roland Fritzsche
2003	239 S. Sixth Street	Diana L. Crumrine
2003	115 E. Walnut Street	Rebecca Wendling
2003	28 Parkwood Drive	Andrew & Amy Hackenberger
2003	106 N. First Street	Louis Barhorst

Opportunities for Main Street

The American Bicentennial awakened an interest in history throughout the United States, and especially in Tipp City. At about that time, the Municipal Building was renovated and several other prominent Tipp City buildings were refurbished. The Restoration District and the Restoration Board were created, and several planning studies were conducted. One led to a successful nomination for the majority of the Restoration District to be included in the National Register of Historic Places, and another utilized an Ohio Arts Council grant and students from Ohio University to review the status of the downtown and suggest a strategy for its improvement. Their final report was produced in a large poster format, and hand-colored drawings, which are prominently displayed in the present-day Government Center. Much of the suggestions from that study came to fruition over the years, and there is renewed hope for yet other aspects of that plan in this new century. The principal elements of the plan follow:

“Originally named Tippecanoe, Tipp City enjoyed its greatest period of growth with the arrival of the Miami & Erie Canal during the 1830s. Much of the architecture of this period remains, the most notable example being the commercial structures at 103 and 109 Main Street, which housed an early hotel. The Main Street area is dotted with early Federal and Greek revival structures complimented by the later Italianate and High Victorian styles. Many of these structures are of masonry construction, although several fine frame buildings are to be found. As shown in the streetscape renderings, it is the combination of these diverse elements that gives Tipp City its architectural quality and appeal. Complimenting and reinforcing these qualities begins with the appreciation of the streetscape’s interlocking relationships of material, texture, signage, and color usage.”

“As a rule, an original storefront should not be altered, only properly maintained. Any new renovation work should, therefore, ideally follow these guidelines to ensure its overall compatibility. It should be stressed that these renderings and design guidelines are general and should be flexible enough to accommodate a diversity of proposals. Eventually, existing city ordinances should be amended to consider these guidelines.”

A. Roof Work

1. Repair roofing and framing to assure structural integrity and waterproofing.

2. Where an original hipped or gable roof existed and was removed in favor of a flat or shed roof, consider replacement of the roof having original shape and outline, using finish or material suitable for the period of the building.
3. Where the roof is still visible and has not been seriously altered, retain the roof with appropriate repairs.
4. Flashing around chimneys and at parapets, etc. should be done in a manner effective but generally inconspicuous. Copper flashing, allowed to weather, tinner's sheet or Terne roofing to be painted or other should be quiet and neutral in color and non-glossy.

B. Eave Work

1. Eaves are chief design elements, and should be repaired and retained as much as possible.
2. Wooden or metal eaves should be restored to original design. Eaves that have been sheared off or altered should be replaced using early views of the building or other nearby eave details for guidance.
3. Masonry and brick eaves (corbelled) deserve careful restoration. The art of corbelling has long been in disuse until recent contemporary work.
4. Avoid major changes in eave height. Where structurally necessary to remove some eave heights, avoid reducing eave to shallow height with no terminal trim, overhang, or other feature to establish clear "top" to the building.
5. Avoid the use of materials which are not in keeping or were not even invented at the time of the original building. If a new eave or modified design is to be made, use a material similar to others on the building – wood, stone, brick, or metal.
6. Try to make necessary guttering as inconspicuous as possible by painting it a neutral or background color.

C. Walls and Surfaces

Many of the buildings within the study area are constructed of wall-bearing brick masonry. As such, the brick surfaces need to be treated, repaired, and maintained. A return to the natural or original brick face, texture, and color is desired; and the same for the mortar joint itself and any stone trim. Avoid any procedure which will blast the surface of the brick and gouge the joints.

1. Some brick walls may need cleaning and repointing. The process used to do so should be one of the following:
 - a. Chemical solvent cleaning
 - b. Steam cleaning.
2. Painted brick may reasonably remain painted unless it has weathered to its original state. There is no objection to painting or repainting brick masonry so long as its alternative, natural brick, is not easy to obtain.

3. Avoid scarring walls with sign supports, cables, brackets, etc. Replace existing damaged brick with matching new units where scars are unsightly. Always repair or replace existing brick with new brick of matching color, texture, and size. Key into wall so as to avoid cutting existing brick and to gain a better intermingling.
4. Modern repointed joints rarely have the character of the weathered original which were typically sandier in color and texture. Mortar joints should be carefully patch-pointed if the mortar has been loosened in the cleaning or painting preparation processes. Joint repairs should match size, depth, color, and texture of the original joints. Regular mortar-mix/Portland cement is not appropriate for restoration of brick or masonry walls and should be avoided because of the damaging effect this harder material has on the old masonry.

D. Windows

The windows in their shape, size, placement, and decorative trim, constitute a major element in creating the character of the building. In many instances the original windows of a building began as many-lighted (or paned), double-hung wood sash but were altered to a simpler four-light window in the late 19th or early 20th century. It is not always necessary to revert to the original sash design, but where they still exist, they should be steadfastly retained and repaired with due respect to their slim muntins and frames.

1. In some cases, the building owner may opt to restore the smaller light windows when a general repair to sash is necessary.
2. The original stone sills and lintels should be carefully cleaned and pointed along with adjacent masonry so as not to destroy the surface textures.
3. Ornamental wood or metal lintels deserve careful preservation, repair, and painting.
4. Shuttering was apparently not a common feature of early buildings. Where used, shutters should be hung to be operating, using appropriate hardware. Shutter style can be louvered and/or paneled as based on local prototypes. Where street-side windows are unwanted due to interior functional needs, they may be shuttered closed from either inside or outside.
5. Window glass should be generally clear with avoidance of colors (bronze or reflective), or plastic materials typical of modern manufacturing. Where original glass exists, protect it carefully. If additional insulation is required, the use of exterior aluminum storm sash is to be avoided. Interior storm sash maintains the original integrity of the windows while providing protection. If exterior storm sash is used, it should be painted to match the rest of the window trim.

E. Storefronts, Shop Windows, Doors

Often this is the area most grievously altered and therefore the most sensitive to current architectural fads or “gimmicks.” It is this area that has the greatest need for reappraisal, restoration, rehabilitation, and strength of conviction to keep it in a condition compatible with the overall architecture of the building. Where the original storefront remains, it should be preserved and repaired with little or no further alteration.

1. Where shop windows, doors, significant areas and columns have been considerably altered, the building owner should probe the recent veneers to ascertain if original frames, bulkheads, soffits, or other still remain. Old photographs will provide useful research.
2. Returning a storefront in keeping with the original building is not always an act of academic restoration for a variety of compatible, if not exact, designs might be acceptable.
3. Integrity of material should be respected. Avoidance of new materials which do not relate to existing ones, avoidance of clutter (small signs and objects attached to surfaces), and of irrelevant lighting fixtures, is important. Where glass areas must be reduced, solid panels of a material already present can be well employed. Preserve, where possible, the entry stones and foundation platforms.
4. Canvas awnings, similar in character to those originally used in downtowns, would be fully appropriate for sun and rain protection.

F. Colors

There are no simple standards that define the right or wrong use of color. It becomes a very subjective and personal matter that often defies a consensus on the part of the owner, user, and reviewer. Color is a significant part of the total design effort and must be considered with discretion.

1. Little is gained by the use of loud colors. Colors associated with current fads and fashions should also be discouraged.
2. Painted brick may sometimes be appropriate. It is not necessary to match natural brick coloration. Many buildings have been painted neutral shades over darker-hued brick.
3. Color combinations should be limited to three colors: an overall base color, trim color, and an accent color. A range of acceptable colors for rehabilitation work within the study area should be established. Each building's color combination should be compatible with its neighbor's.
4. Color work on side and rear walls should avoid harsh shifts from front or street walls. A building should be treated as consistently as possible on all sides.

G. Signage

Typical constraints upon signage are the limitation on size, area, setback, projection, illumination, and motion. The specific design of the sign (wording,

lettering, color, ornament, scale, etc.), becomes a highly subjective matter. Continued reference to the sign standards expressed in the publication *Street Furniture*, prepared by the American Society of Landscape Architecture, is recommended and should offer additional aid on these specific points:

1. The signage for a particular building or shop be reduced to the fewest separate panels or statements possible.
2. Strong limitation be urged for the description of goods beyond the nature of the business. Any owner has the right to place [temporary] signage within the shop window.
3. Most buildings have a definite panel or framed zone for sign mounting. This should be used with the sign taking a complementary shape.
4. It behooves the merchant and signmaker to keep to one, or at most two styles of “faces” at each shop. This enhances readability as well as a more dependable “logo.”
5. Colors should correlate with the building colors and be highly compatible within the sign itself. Good contrast is essential for distant readability. Some established logos will warrant recognition, but size and material used can be variable.
6. Excellent signs already in place should be cited as a guide for future sign-making petitioners. A body of sign photos or drawings from elsewhere can be used as preliminary guidelines.
7. While self-illuminated signs can be done with distinction, this usage should be restricted as producing a too-glaring effect in large groups.
8. Existing signage may be allowed by ordinance to persist until altered, then brought into the review process. Since signage changes frequently, this process may bring signage into complementary and unified format in a few years.
9. Signage need not always be externally fixed on a building. The fine art of lettering on glass deserves a comeback.
10. Projecting signs can be successful if thoughtfully styled and scaled to avoid a heavy or trivial appearance.

Century Award

The City of Tipp City is proud to announce the establishment of the “Century Award Program” created to formally recognize any building in the city that is at least 100 years old. Recipients of the Century Award would receive a distinctive plaque identifying the building as at least 100 years old. The plaque is cast in etched zinc and displays the words “Century Award”, “Recognized by the City of Tipp City as being at least 100 years old”, and the address and circa.

City Council and the Restoration and Architectural Board of Review hope that this award will foster a sense of pride in the ownership of these historic homes, buildings, and businesses, and encourage preservation of these properties. No additional zoning restrictions or burdens would be placed on a property by receiving this award. To be eligible for a plaque, the building must be within the present corporate limits of Tipp City, proven to be at least 100 years old, and exhibit the original lines of the exterior structure. A \$50.00 fee is collected by the city at the time of application, which covers processing and review of the application and the cost of a 4” x 6” plaque.

For more information, or to apply for the “Century Award” please stop by the Tipp City Department of Community and Economic Development located at 260 S. Garber Drive or call 667-6305.

Regulations and Standards for the Restoration District

(excerpted from the Tipp City Zoning Code)

The Old Tippecanoe City Restoration and Architectural District was first created as a Zoning Overlay district by an act of the Tipp City Council in December 1974. Ordinance No. 46-74 also created the Restoration Board. In 1993, the regulations and standards for the Restoration District were readopted as part of the new Tipp City Zoning Ordinance No. 26-93. Most of the Restoration District has also been placed on the National Register of Historic Places, after much work and research done by Tipp City residents in the 1970s.

§ 154.052 RA - OLD TIPPECANOE CITY RESTORATION AND ARCHITECTURAL DISTRICT.

(A) Purpose. The purpose of this section is to preserve and maintain that unique character of historical Tippecanoe City which serves as a visible reminder of the history and cultural heritage of the city, state, and nation. Furthermore, it is the purpose of this section to stabilize and improve property values within the Old Tippecanoe Restoration District through protection and preservation of the basic characteristics, and solicit architectural details of structures compatible with the district, and to encourage new buildings and developments which will be harmonious with the existing historic architecture.

(B) Objectives.

(1) Every reasonable effort shall be made to provide a compatible use for a property which requires minimal alteration of the building, structure, or site and its environment, or to use a property for its originally intended purpose.

(2) The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.

(3) All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged.

(4) Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.

(5) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site shall be treated with sensitivity.

(6) Deteriorated architectural features shall be repaired rather than replaced, whenever practical. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities wherever practical. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.

(7) The surface cleaning of structures shall be undertaken with the gentlest means practicable. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken without the express written permission of the Restoration Board.

(8) Every reasonable effort shall be made to protect and preserve archaeological resources affected by, or adjacent to any project.

(9) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood or environment.

(10) Whenever practical, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

(C) Definitions. In addition to the definitions in § 154.004, the following definitions shall apply unless the context clearly indicates or requires a different meaning. Where a conflict occurs between a definition in this section and § 154.004, the definition provided in this section shall take precedence.

“ALTER/ALTERATION.” Any material change, including a change in color, in external architectural features, including landscaping, of any property subject to the provisions of this subchapter, not including demolition, removal, or construction.

“APPLICANT.” Any person, persons, association, partnership, or corporation who applies to undertake an environmental change of property subject to the provisions of this section.

“BOARD.” The Restoration and Architectural Board of Review established under the provisions of this chapter.

“CHANGE.” Any alteration, demolition, removal or construction involving any property subject to the provisions of this section, including signs.

“COUNCIL.” The City Council.

“LANDSCAPING.” Includes the visual design and arrangement of parking lots, vacant lots, and other open areas, together with man-made materials or other

non-living materials or objects, but shall not include the planting and arrangement of flowers, shrubs, and trees as they relate to a single property.

“MEMBER.” Any member of the Restoration and Architectural Board of Review.

“OWNER.” Owner or owners of record.

“PRESERVATION.” The process of sustaining the form and extent of a structure essentially as it now exists. Preservation aims to halt further deterioration and provide structural stability, but does not contemplate significant rebuilding.

“PROPERTY.” Any place, building, structure, work of art, or similar object constituting a physical betterment of real property, or any part of such betterment, but not including real property unless expressly identified as such.

“RECONSTRUCTION.” The process of reproducing by new construction the exact form and detail of a vanished structure, or part of it, as it appeared at a specific period of time.

“REHABILITATION.” The process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use. In rehabilitation, those portions of the property which are important in illustrating historic cultural values are preserved and restored.

“RESTORATION.” The process of accurately recovering the form and details of a property as it appeared at a particular period of time by means of removal of later work and the replacement of missing original work.

“RESTORATION DISTRICT” or **“DISTRICT.”** The area established by City Council for the purpose of maintaining and fostering a distinctive historical, architectural, cultural, or environmental character.

“SIGN.” Any object or device or part thereof situated outdoors which is used to advertise, identify, display, direct, or attract attention to an object, person, institution, organization, business, product, service, event or location by any means including words, letters, figures, designs, symbols, fixtures, colors, motion illumination or projected images.

(D) Regulation of property. No person, partnership, society, association, corporation, or organization shall make any exterior construction, reconstruction, alteration, or demolition on any property within the district unless a certificate of appropriateness has been issued by the Board.

(E) Establishment of boundaries.

(1) The district contains all lots which abut Main Street between the canal on the east through lots 201 and 407 on the west. In addition to that area, between the canal and Second Street, and all lots north of Dow Street. Between Second and Third Street, the district also contains all lots between Walnut and Main, and

between Third Street and Fourth Street, it contains all lots between Dow and Main, and between Fourth Street and the railroad, it includes lot 121.

(2) Specifically the lots in the district are as follows: Inlots 1, 14 through 45, 48 through 51, 78, 79, 115 through 118, 121, 127 through 142, 193 through 196, 201, 362 through 369, 491, 617 through 619, 1038 through 1041, Outlot 44, Outlot 45, Outlot 30 north of the east-west alley.

(F) Restoration and Architectural Board of Review; membership.

(1) To implement the foregoing purposes and the requirements herein set forth, a Restoration and Architectural Board of Review is created.

(2) The Restoration Board shall consist of seven members who shall be residents of the city with some relationship or interest in the district and in historic preservation. Non-city residents are eligible for memberships if they own property or a business within the district. All members shall be appointed by the City Council and shall serve two-year terms. Vacancies shall be filled by Council for the unexpired term of the member whose place has become vacant. Vacancies shall be filled within 60 days, unless extenuating circumstances require a longer period.

(3) The membership of the Board should include, but not be limited to, building contractors, architects, members of the downtown business community, property owners within the district, and persons who have demonstrated skills or interests which Council feels are important for an effective Board.

(G) Officers; meetings; rules.

(1) In May each year, the Restoration and Architectural Board of Review shall select its own chairman and vice-chairman.

(2) All meetings of the Board shall be open to the public.

(3) The Board shall keep a record, which shall be open to the public of its notions, proceedings, and actions.

(H) Powers and duties of the Board of Review.

(1) It shall be the duty of the Restoration and Architectural Board of Review to review all plans for the construction, alteration, repair, moving, and demolition of the structures in the district. The Board shall also act as advisor to the City Planning Board, City Council, as well as a liaison on behalf of the City of Tipp City to individuals and organizations concerned with historic preservation. The Restoration Board shall:

(a) Adopt guidelines for the review of proposed exterior changes and establishment of standards, using as the basis the Secretary of the Interior's Standards for Rehabilitation. See division (B).

(b) Determine whether any proposed activity and the results thereof will be appropriate to the preservation of said district within the intent of this section, and the guidelines adopted by the Board.

(c) Adopt by-laws for the internal workings of the Board.

(d) Provide input to City Council, city staff, and other boards and commissions regarding historic and architectural restoration.

(e) Issue Certificates of Appropriateness for approved construction and improvements within the district.

(f) Conduct or cause to be conducted a continuing survey of cultural resources in the community according to the guidelines established by the Ohio Historic Preservation Office.

(g) Make recommendations for designation and/or expansion of historic district(s) to City Council.

(h) Work towards the continuing education of citizens within Tipp City regarding historic preservation issues and concerns.

(i) Review all proposed National Register nominations for properties within Tipp City. Upon written agreement between the City of Tipp City and the Ohio Historic Preservation Office, the City of Tipp City may substitute review procedures which expedite the National Register review requirement.

(2) It is the intent of this section that the Board shall encourage that the making of alterations and repairs to structures in the district be made in the spirit of their architectural style, and that additions to structures be made in styles which should complement the original architectural style.

(a) The Board may request from the applicants such additional information, sketches, and data as it shall reasonably require.

(b) The Board shall have the power to call in experts and specialists for testimony and opinion to aid in its deliberations.

(c) The Board may recommend to the applicant changes in the plans that it considers desirable, and may accept the applicant's voluntary amendment of the application to include or reflect the changes.

(3) Additional responsibilities may be undertaken by the Restoration Board upon mutual written agreement between the State Historic Preservation Office and the City of Tipp City. A written agreement will address what duties are to be performed, what staff assistance is needed to perform the work, and what level of activity in each area of responsibility will be maintained. All delegated responsibilities must be complimentary.

(I) Appropriate architectural and design controls. The architectural style, applicable generally to the principal and accessory building or structure, or buildings and structures, should adhere as closely as possible to the original

architectural styles represented in the district; including, but not necessarily limited to, such characteristics as:

- (1) Building height.
- (2) Building width.
- (3) Roof type.
- (4) Building materials consisting of the type characteristic of the period.
- (5) Ornamentation of features such as windows and door lintels, quoin, soffits, cornices, fences, railing, and the like.
- (6) The building set-back from the street line.
- (7) Paving and walkways.
- (8) The color or colors of the exterior as related to color or colors of surrounding buildings.
- (9) Signage.
- (10) Landscaping.
- (11) The Restoration and Architectural Board of Review shall provide advice but shall not exercise any controls on any improvements, changes, or alterations which are entirely within the interior of a structure.

(J) Controls not appropriate for the district. The following controls are not appropriate for the district.

- (1) Interior arrangement of the buildings.
- (2) The use to be made of the building which shall not be considered by the Restoration and Architectural Board of Review in determining whether an application complies with the provisions of this section.

(K) Procedure for review of plans.

(1) Those persons, partnerships, societies, associations, or corporation seeking to undertake within the district any construction, enlargement, rebuilding, relocation, remodeling, exterior repainting, or demolition shall make written application to the City Manager, or his designee, on printed forms provided by the City Manager, and the application shall promptly be referred to the Board.

(2) The Restoration and Architectural Board of Review shall notify the applicant of the date and time of the meeting and at the meeting shall review the application relative to the criteria of this section and its regulation; shall hear and review the comments, exhibits, or other relevant information presented by any other interested persons attending the meeting in person or by counsel.

(3) The Board may elect to approve, amend, or reject any application based upon the standards adopted by the Board. Upon approval of an application, the Board will issue a certificate of appropriateness.

(4) In the event that the Board does not act upon a complete application within 35 days of the filing date, the application shall be deemed approved.

(5) The certificate of appropriateness must be conspicuously posted on the premises throughout the time of construction.

(6) The certificate of appropriateness shall expire one year after issuance unless an extension is granted by the Zoning Administrator for a period not to exceed one additional year.

(L) Review guidelines.

(1) Demolition.

(a) In cases where a property owner applies for a permit to demolish a building within the district, written or photographic evidence shall be submitted to the Restoration and Architectural Board of Review by the applicant, that three or more of the following conditions prevail:

1. That the building proposed for demolition is not inherently consistent with other structures within the district.

2. That the building contains no features of special architectural and historic significance.

3. There is no viable economic use of the building as it exists.

4. A written report by a contractor acceptable to the Board, demonstrates it is not feasible to restore the structure.

5. A written report by a contractor acceptable to the Board, demonstrates it is not feasible to move the structure to another location.

(b) All applications for demolition must include a description of the proposed new use and/or structure, and a timetable for its construction. Prior to the issuance of a Certificate of Appropriateness for any demolition within the Old Tippecanoe City restoration and Architectural District, the applicant shall submit a surety/performance bond to guarantee completion according to the submitted timetable as follows:

1. Performance bond. A performance bond filed with the Director of Finance in such an amount as the Restoration Board, or its duly authorized representative, shall estimate and determine to be reasonably necessary to complete the demolition and reconstruction project. The bond may be in the form of a property bond, surety bond, a cash bond, irrevocable letter of credit, or negotiable United States Treasury Certificates of the kind approved by law for securing deposits of public money. The bond shall be executed by the applicant as principal, and if a surety bond, shall be executed by a corporation authorized to act as a surety under the laws of the State of Ohio. The bond shall be a joint and several obligation for the faithful performance of any and all work approved by the Restoration and Architectural Board of Review, or its duly authorized representative regarding any demolition and reconstruction project approved under Section §154.052(L)(1). The bond shall contain the further condition that should the applicant fail to complete all work and improvements required to be done by

him within the time line approved under Section §154.052(L)(1)(c), or within a mutually agreed on extension, not to exceed 12 consecutive calendar months, the city may, at its option, cause the demolition to be completed, all required work to be done, and improvements constructed. The parties executing the bond shall be firmly bound for the payment of all necessary costs therefore. Whenever the applicant elects to deposit cash or approved negotiable United States Treasury Certificates, the city shall be authorized, in the event of any default on the part of the applicant or the performance of any work or construction of any improvements for which the cash or negotiable bonds have been deposited, to cause the required work to be done and to withdraw that amount required for payment of all costs therefore. When the applicant elects to submit a property bond, the developer shall provide the city with a bond giving the city first mortgage on the subject property. The bond will be recorded with the County Recorder's office by the city at the applicant's expense. Prior to city acceptance of the bond, the applicant will submit an affidavit from a licensed real estate broker that the raw land has a minimum value greater than the amount of the required bond, and a statement from an attorney indicating that the land is free and clear of prior liens.

(a) The performance bond, or portion thereof, shall not be released until the City Council, or its authorized representative, is satisfied that the demolition and subsequent construction has been completed in conformance with the plans and specifications approved by the Restoration Board.

(b) The applicant shall be in default of the performance bond when one the following conditions exists:

1. The demolition and subsequent construction, as approved by the Restoration Board has not taken place within the time period agreed on in the applicant's contract with the city, and the applicant has failed to establish reasonable cause for such, delay to the satisfaction of the City Council and thereby to receive a time extension.

2. The applicant has not undertaken the demolition and subsequent construction in accordance with the minimum standards specified by these regulations, and the applicant is unwilling to modify and upgrade said demolition and subsequent construction within a six-month time period so as to be in compliance with the provisions of these regulations.

2. Letter of credit. The applicant shall provide from a bank or other reputable institution or individual subject to the approval of the Restoration and Architectural Board of Review, or its duly authorized representative, an irrevocable letter of credit. This letter shall be deposited with the City, and shall certify the following:

- (a) The creditor guarantees funds in an amount equal to the cost, as estimated by the applicant and approved by the City Engineer, of completing all requirements of the approved demolition and subsequent construction.

(b) In the case of failure on the part of the applicant to complete the approved demolition and subsequent construction within the required time period, the creditor shall pay to the city immediately and without further action such funds as are necessary to finance the completion of those improvements, up to the limit of credit stated in the letter.

(c) This letter of credit may not be withdrawn or reduced in amount until released by the City Council.

(d) A written list of all alternatives that have been considered in lieu of demolition shall be submitted with the application.

(c) If the Board finds the application for demolition does not meet the above criteria, the application for permit shall be delayed for twelve months while the Board and property owner work cooperatively to seek restoration alternatives. If after twelve months, no restoration alternative can be reached which is acceptable to the property owner and the Board, the Certificate of Appropriateness allowing demolition shall be denied.

1. The Chairman of the Restoration Board shall assign a Board member to act as an informal liaison between the applicant and the Restoration Board during the imposed delay period. The informal liaison shall be assigned at the commencement of the delay period, and shall be confirmed by a simple majority of the quorum present.

(d) Demolition by neglect

1. Demolition by neglect shall mean any failure in the maintenance and repair of any site, or structure within the Old Tippecanoe City Restoration and Historic District which results in any of the following conditions:

(a) The deterioration of the foundations, exterior walls, roofs, chimneys, doors, or windows, so as to create or permit a hazardous or unsafe condition to exist; or

(b) The deterioration of the foundations, exterior walls, roofs, chimneys, doors, or windows, the lack of adequate waterproofing, or the deterioration of interior features which will or could result in permanent damage, injury, or loss of or loss to foundations, exterior walls, roofs, chimneys, doors, or windows.

2. In the event of demolition by neglect, the Restoration Board, or its designee, may notify, in writing, the property owner of record, any person having a right, title, or interest therein, and the occupant or other person responsible for the maintenance of the property, of the deterioration. The notice shall specify the minimum items of repair or maintenance necessary to correct the deterioration or prevent further deterioration.

(a) Prior to the issuance of a written notice, the Restoration Board or its designee must establish a record of demolition by neglect. Such a record may

include dated materials such as photographs and written reports of the condition of the property so as to record or measure the deterioration.

(b) The notice shall provide that corrective action shall commence within thirty (30) days of the receipt of said notice and be completed within a reasonable time thereafter. The notice shall state that the owner of record of the property, or any person of record with any right, title, or interest therein, may, within ten (10) days after the receipt of the notice, request a hearing on the necessity of the items and conditions contained in the notice. In the event a public hearing is requested, it shall be held by the Restoration Board upon thirty (30) days written notice being mailed to all persons of record with any right, title, or interest in the property and to all citizens and organizations which the Restoration Board determines may have an interest in the proceedings.

(c) If, after the public hearing, the Restoration Board determines that the corrective actions remain necessary, the Restoration Board shall mandate the corrective actions with the issuance of a Final Notice (via Certified Mail or personal delivery) to comply with the corrective actions listed in the Final Notice within thirty (30) days of receipt of the Final Notice.

(d) Upon failure or refusal of the property owner or other responsible person, duly notified, to take the corrective action specified in the Final Notice within the time required, the Restoration Board or its designee, may institute any of the remedies and penalties provided by law for such violations including, but not limited to:

1. Upon failure or refusal of the property owner or other responsible person, duly notified, to take the corrective action specified in the Final Notice within the time required, the city, may then authorize commencement of an appropriation action to enable the City to obtain the property by Eminent Domain in order to preserve the property in the District. This action shall require five (5) affirmative votes of City Council for passage. Absence, abstention, or recusal shall count neither for nor against the required five (5) affirmative votes.

2. Upon failure or refusal of the property owner or other responsible person, duly notified, to take the corrective action specified in the Final Notice within the time required, the City, may then proceed with corrective actions necessary to repair, restore, and correct the deterioration of the property. This action shall require five (5) affirmative votes of City Council for passage. Absence, abstention, or recusal shall count neither for nor against the required five (5) affirmative votes. Upon the correction of the deterioration, the City Manager shall cause the expense to be paid out of any money, in the City Treasury. The City Manager shall make a written return to the County Auditor with a statement of the charges for said services. The amount shall be entered on the tax duplicate, shall constitute a lien on the land from the date of entry, and shall be collected as other taxes and returned to the City General Fund.

(e) See also Section §154.052(L)(5).

(2) Synthetic sidings. In cases where a property owner applies for a permit to place synthetic siding over an existing building within the district, evidence shall be submitted to the Board by the applicant that the following have been met:

(a) Written estimates from reputable contractors, showing that all alternatives have been attempted or studied and the request for siding is the last resort.

(b) The applicant has read publications regarding the problems of synthetic siding. Pertinent publications can be obtained through the Board.

(3) General review guidelines. The Board shall use the guidelines described in division (H)(1)(a).

(4) Ordinary maintenance, public safety.

(a) Nothing in this section shall be construed to prevent ordinary maintenance or repair of any exterior feature which does not involve a change in design, material, color, signage, or outer appearance thereof.

(b) Nothing in this section shall prevent the construction, reconstruction, alteration, restoration, or demolition of any feature which the City Manager or similar official shall certify is required by the public safety because of unsafe or dangerous condition.

(5) Maintenance and repair required. Neither the owner of, nor the person, nor an organization in charge of a structure within the district shall permit that structure or landmark to fall into a state of disrepair which may result in the deterioration of any exterior appurtenance or architectural feature so as to produce a detrimental effect upon the character of the landmark or structure in question, including, but not limited to:

(a) The deterioration of exterior walls or other vertical supports.

(b) The deterioration of roofs or other horizontal members.

(c) The deterioration of exterior chimneys.

(d) The deterioration or crumbling of exterior plaster or mortar.

(e) The ineffective waterproofing of exterior walls, roofs, and foundations, including broken windows and doors.

(f) The deterioration of any feature so as to create or permit the creation of any hazardous or unsafe condition or conditions.

(g) See Section §154.052(L)(1)(d) for demolition by neglect.

(M) Appeal. In the event that the Restoration and Architectural Board of Review does not approve the application, the applicant shall have the right to appeal to the Board of Zoning Appeals. Such appeal from a decision of the Restoration Board shall be filed within ten days to the City Manager, or his designee.